

533007/18/05

Revised

CITY OF RIVERSIDE
HUMAN RESOURCES DEPARTMENT
CLASSIFICATION SPECIFICATION

TITLE: MECHANIC

DEFINITION

Under general supervision, to perform semi-skilled and skilled work in the preventive maintenance and mechanical repair work on a variety of diesel, compressed natural gas and gasoline powered automotive, construction and towed equipment; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

This is a semi-skilled level classification in which incumbents are required to diagnose, inspect and repair all City owned diesel, compressed natural gas and gasoline-powered light, para-transit bus and heavy equipment.

REPORTS TO: Fleet Maintenance Supervisor

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from Fleet Maintenance Supervisor.

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

- Perform preventive maintenance inspections and repair mechanical defects on all light and heavy duty vehicles, forklifts, refuse trucks, utility lift and crane trucks, towed equipment, para-transit bus, sweepers, construction equipment and standby generators.
- May be assigned to perform work on fire equipment and apparatus, compressed natural gas filling station and dispensing equipment on as-needed basis.
- Assist and participate in minor engine tune-ups, overhauls and general repair and maintenance of a variety of automotive mechanical equipment.
- Perform semi-skilled repairs and installation of new parts on drive-train, steering, hydraulic, electrical, suspension, air compression, air/hydraulic brake systems, ignition, hydraulic pumps and controls and air conditioning systems.
- May perform routine (non-structural) occasional metal work such as cutting, welding, soldering and minor fabrication.
- Maintain and repair gas and diesel powered light and heavy fire equipment and apparatus such as automobiles, trucks, pumps and generators on as-needed basis; perform brake inspections, diagnosis and perform related brake repairs and reline brake pads.
- Make emergency field repairs to equipment and vehicles and may be requested to respond to emergencies after regular working hours and on weekends.
- Assist in providing direction and training to Equipment Service Workers on an as-needed basis.
- Maintain computer based time and material records on all completed work.
- Perform all tasks in accordance with applicable Federal and State safety standards.

- Maintain work area in a clean and neat condition and perform related work as required.

QUALIFICATIONS

Knowledge of:

- Techniques, theory, methods, care and repair of diesel, compressed natural gas and gasoline powered internal combustion engines, equipment and related components, including drive, fuel and electrical systems.
- Preventative maintenance inspection methods; electricity, hydraulics, mechanics and the methods, materials and tools used in the light and heavy equipment repair trade.
- Occupational hazards and standard safety precautions necessary in the work performed.

Ability to:

- Read and interpret pertinent laws, codes, safety orders, repair manuals, wiring diagrams, schematics and screens on a personal computer based digital scopes, on-line technical repair data bases and scan tools.
- Perform semi-skilled mechanical work including troubleshooting and repair of equipment.
- Diagnose mechanical trouble and determine appropriate maintenance work.
- Provide training and instruction to other employees.
- Work productively in the absence of supervision.
- Safely operate City vehicles.
- Understand and carry out oral and written instructions.
- Establish and maintain effective working relationships with supervisors, fellow employees, contractors and the general public.
- Work overtime as required.
- Work weekends, holidays, evenings and/or varying shifts.

Education and Experience:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Equivalent to the completion of the twelfth grade. Supplemental specialized training in the maintenance and repair of diesel powered equipment is highly desirable.

Experience: One year of experience in automotive and heavy equipment repair work. Experience and certification in alternative fuel systems is highly desirable.

MEDICAL CATEGORY: Group 2

WORKING CONDITIONS

Work is performed in a variety of environmental conditions, indoors and out, with exposure to wide temperature variations, noise, vibrations, fumes, grease and oils, machinery and its moving parts, odors and dust. Physical demands require bending, stooping and frequent heavy lifting of moderately heavy objects weighing up to fifty pounds. Incumbent must be able to see and hear in the normal range with or without correction.

NECESSARY SPECIAL REQUIREMENT

Possession of, or ability to obtain, an appropriate, valid Class "C" California Motor Vehicle Operator's License.

Possession of, or ability to obtain during the probationary period, a valid Class "A" California Motor Vehicle Operator's License.

Automotive Service Excellence (ASE) certification is highly desirable. Successful completion of ASE Series test either Car and Light Truck Series A1, A3, A5 and A6 or Medium and Heavy Duty Truck Series T2, T4 and T6 certifications in medium and heavy duty truck speciality areas is required during the probationary period.

Required hand tools sized to one inch.

CAREER ADVANCEMENT OPPORTUNITIES

FROM: Mechanic

TO: Senior Mechanic

TO: Fire Mechanic